



# Town of Mooresville

## Recruitment Announcement

January 10, 2012

Position: **Facility Maintenance Worker  
Regular Part Time - 20 hours/week**

Department: **Recreation - Talbert Center**

Salary Range: **\$12.90/hr - \$20.16/hr**

Application Deadline: **January 27, 2012**

### Description:

An employee in this class performs a variety of tasks involving manual work in the maintenance of buildings and grounds and setting up rooms for various functions. Building maintenance includes tasks such as mopping and buffing, vacuuming, dusting, and cleaning bathrooms. Work also includes moving tables and chairs, arranging to match room set up formats. Work also includes setting up audio-visual equipment, technology, and coordination with customers on room set-up and logistics. Employees must abide by safety rules and regulations and use care and accuracy in handling chemical cleaning supplies. Work also requires considerable customer contact requiring tact and courtesy and problem-solving ability. Work subjects the employee to inside and outside environmental conditions, noise, vibration, hazards associated with maintenance work, fumes, chemicals, mists, gases and oils. Duties may also expose the employees to human body fluids and thus work is subject to the OSHA requirements on blood borne pathogens. Work is assigned daily, performed under regular supervision and is reviewed by observation of quality and quantity of work completed and timeliness of completion.

### Minimum Requirements:

High School Diploma or GED and six months to one year of related experience. Must have exceptional customer service.

### Hours:

Flexible schedule including nights and weekends

### Other Information:

Must be able to perform heavy duty work, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Must possess the visual acuity to make visual inspections of work assigned and completed, operate equipment in the performance of maintenance tasks.

### How to Apply:

Applications will be accepted at the Human Resources Department, 413 N. Main Street or NC Employment Security Commission, 470-A N. Broad Street, Mooresville, NC. Applications can also be downloaded from the website: [www.ci.mooresville.nc.us](http://www.ci.mooresville.nc.us). Resumes will NOT be accepted in lieu of a Town of Mooresville application and applications will NOT be accepted after the closing date.

### Benefits:

Prorated benefits available include paid leave; 11-12 paid holidays; excellent medical, dental and vision insurance; local government retirement; 401(k); life insurance; and flexible spending accounts. Direct deposit required.

An Equal Opportunity Employer